

## PRE-PUBLICATION REVIEW

### Chief Information Officer

#### Pre-publication Review

The purpose of **pre-publication** review is to prevent unauthorized disclosure of information and ensure the mission of the ODNI and the foreign relations and security of the United States are not adversely affected by public disclosure.

All information meant to be made available in a public forum must be submitted for review prior to release.

The obligation applies to current and former ODNI staff, including cadre, detailees, and contractors, who have access to classified information. There are two categories of material that must be reviewed:

*Non-Official:* Anything published or presented in your personal capacity. Examples include resumes, books, op-eds, personal blogs

*Official:* Anything created as part of your official duties on behalf of the ODNI. Examples include speeches, newsletters, official web pages, outreach documents, brochures.

The Pre-Pub Team coordinates with other IC agencies, as appropriate, and provides a single consolidated response to the requester.

#### The Review Process

- Create material using:
  - UNCLASSIFIED sources only
  - No anonymous sources
  - Source citations within the document (not a list at the end)
- For official publication or presentation, ensure your management chain has concurred, and any internal component review process for substance has been completed.
- Submit your request via email for Pre-Pub Review (you will receive an automatic reply confirming your request). When doing so be sure to:
  - Include any previous review approvals you have received for your submission (i.e., from ODNI Pre-Pub or other Agency Pre-Pub group)
  - Provide all sourcing for cited materials that are not easily accessible via the Internet (failure to include all source material may delay your request)
- Protect the publication from release until the ODNI Pre-Pub Team completes its review. In other words, do not send to editors or academics for peer reviews until the review is complete.
- Upon approval from ODNI Pre-Pub, you are cleared to publish or present.

#### Pre-Pub Documents

- Instruction 80.04 (/files/documents/CIO/Instr.%2080.04%20%20Pre-Publication%20Review%20of%20Information%20to%20be%20Publicly%20Relea.pdf), **Pre-publication** review of Information to be Publicly Released
- Pre-Pub Brochure (/files/documents/CIO/ODNI%20pre-pub%20brochure.pdf)
- FAQs (/files/documents/Pre%20Pub%20FAQs.pdf)

#### Contact Information

DNI-Pre-Pub@dni.gov (mailto:DNI-Pre-Pub@dni.gov)

#### RELATED LINKS

IC Technical Specifications (/index.php/who-we-are/organizations/ic-cio/ic-cio-related-menus/ic-cio-related-links/ic-technical-specifications)

## RELATED CONTENT

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[IC ITE Fact Sheet \(/files/documents/IC%20ITE%20Fact%20Sheet.pdf\)](/files/documents/IC%20ITE%20Fact%20Sheet.pdf)

[IC ITE Strategy 2012-2017 \(/files/documents/IC\\_ITE\\_Strategy.pdf\)](/files/documents/IC_ITE_Strategy.pdf)

[IC ITE Strategy 2016-2020 \(/files/documents/CIO/IC%20ITE%20Strategy%202016-2020.pdf\)](/files/documents/CIO/IC%20ITE%20Strategy%202016-2020.pdf)

[Who We Are \(/index.php/who-we-are/organizations/ic-cio/ic-cio-who-we-are\)](/index.php/who-we-are/organizations/ic-cio/ic-cio-who-we-are)

[What We Do \(/index.php/who-we-are/organizations/ic-cio/ic-cio-what-we-do\)](/index.php/who-we-are/organizations/ic-cio/ic-cio-what-we-do)

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Director of National Intelligence (</index.php>)

### ODNI Centers

[Cyber Threat Intelligence Integration Center \(/index.php/ctiic-home\)](/index.php/ctiic-home)

[National Counterproliferation Center \(/index.php/ncpc-home\)](/index.php/ncpc-home)

[National Counterintelligence and Security Center \(/index.php/ncsc-home\)](/index.php/ncsc-home)

[National Counterterrorism Center \(/index.php/nctc-home\)](/index.php/nctc-home)

### ODNI Offices

[Equal Employment Opportunity & Diversity \(/index.php/who-we-are/organizations/eeod/eeod-who-we-are\)](/index.php/who-we-are/organizations/eeod/eeod-who-we-are)

[IC Chief Human Capital Officer \(/index.php/who-we-are/organizations/chco/chco-who-we-are\)](/index.php/who-we-are/organizations/chco/chco-who-we-are)

[IC Inspector General \(/index.php/who-we-are/organizations/ic-ig/ic-ig-who-we-are\)](/index.php/who-we-are/organizations/ic-ig/ic-ig-who-we-are)

[Office of Civil Liberties, Privacy, and Transparency \(/index.php/who-we-are/organizations/clpt/clpt-who-we-are\)](/index.php/who-we-are/organizations/clpt/clpt-who-we-are)

[More Offices \(/index.php/who-we-are/organizations\)](/index.php/who-we-are/organizations)

### Information

[Contact the IC IG \(/index.php/contact-the-icig\)](/index.php/contact-the-icig)

[No Fear Act \(/index.php/no-fear-act\)](/index.php/no-fear-act)

[Privacy Policy \(/index.php/privacy-policy\)](/index.php/privacy-policy)

[Customer Service \(/index.php/customer-service\)](/index.php/customer-service)

[FOIA \(/index.php/foia\)](/index.php/foia)

### Useful Links

[For Kids \(/index.php/for-kids\)](/index.php/for-kids)

[Ready.gov \(http://www.ready.gov\)](http://www.ready.gov)

[Open.gov \(http://www.whitehouse.gov/open\)](http://www.whitehouse.gov/open)

[Flu.gov \(https://www.cdc.gov/flu/\)](https://www.cdc.gov/flu/)

[Plain Language Act \(/index.php/plain-language-act\)](/index.php/plain-language-act)

[Furlough Resources \(/index.php/furlough-resources\)](/index.php/furlough-resources)

[ODNI Operating Status \(/index.php/odni-operating-status\)](/index.php/odni-operating-status)

[Adobe Acrobat Reader \(https://get.adobe.com/reader/\)](https://get.adobe.com/reader/)